

# March 2017 v2

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 DW reports and/ or CFS Production reports complete month-end data  LABOR: Reverse Feb Month-end Estimate  Normal DW refresh	2 LABOR: PP03  Normal DW refresh	3 LABOR: PP03 SURCHARGES  Normal DW refresh	4   Normal DW refresh
5	6  Normal DW refresh	7 CFS GL MONTH END FINAL CLOSING Feb 2017  Normal DW refresh	8  Normal DW refresh	9  Normal DW refresh	10  Normal DW refresh	11  Normal DW refresh
12	13 LABOR: PP04  Normal DW refresh	14 LABOR: PP04 SURCHARGES  Normal DW refresh	15 LABOR: Mar Month-end Estimate SURCHARGES  CA O/U: Reversal Part C Normal DW refresh	16  Normal DW refresh	17  Normal DW refresh	18  Normal DW refresh
19	20  Normal DW refresh	21  Normal DW refresh	22  Normal DW refresh	23  Normal DW refresh	24  Normal DW refresh	25  Normal DW refresh
26	27 LABOR: PP05  Normal DW refresh	28 LABOR: PP05 SURCHARGES  Normal DW refresh	29 LABOR: Mar NOAA CORPS  DISBURSEMENTS: Last run for Mar  SLTs SLTs to be approved for Mar are due to FMB by 4:00 pm ET Normal DW refresh	30 SLTs 12:00 noon ET Final Approval  CA SURCHARGES processed prior to the "7 AM" closing Normal DW refresh	31 CFS GL MONTH END PRELIM CLOSING 7:00 AM ET Close AP,PR, PO WIP CA O/U Process.  12:00 AM ET Close other modules Normal DW refresh	

**Please note: March 2017 GL Closing will start on March 31, 2017 at 7 am**

## 7 AM Closing

Tier ONE modules will be placed in PRELIMINARY close for the March 2017 General Ledger

- PR – Purchase Requisitions (Commitments)
- PO – Purchase Orders (Obligations, etc.)
- AP – Accounts Payable (Invoices and Receiving Tickets, etc.)

**Please note: AR is open for WIP only. No other AR transactions.**

## 12 Noon Closing

Tier TWO modules will be placed in PRELIMINARY close for the March 2017 General Ledger

- BE – Budget Execution (Resources, Apportionments, Allotments, BOPs)  
**NOTE:** Month end G/L closing process does NOT prohibit end users from entering BOPs.
- AR – Accounts Receivable
- ALLOC – Cost Accumulation/Allocation (Surcharges, etc.)  
The Cost Accumulation Over/Under (CA O/U) process: 7:00 AM ET on Friday March 31, 2017
- GJ – General Journal (GJs may be entered until 12 noon)
- GL – General Ledger